

OVERVIEW OF BUDGET

DEPARTMENT: ECONOMIC DEVELOPMENT/PUBLIC SERVICES
GROUP ADMINISTRATION
ASSISTANT COUNTY ADMINISTRATOR: JOHN GOSS
BUDGET UNIT: AAA PSG

I. GENERAL PROGRAM STATEMENT

Economic Development/Public Services Group (ED/PSG) Administration is responsible to the County Administrative Officer for the overall administration of 12 county departments and functions. These departments, which provide most of the municipal functions and services for the county, include the following: Agriculture/Weights and Measures, Airports, Economic and Community Development, County Fire, Jobs and Employment Services, County Library, Land Use Services, Museums, the Redevelopment Agency, Registrar of Voters, Special Districts, and Public Works. This latter department includes the divisions of Transportation, Flood Control, Regional Parks and Solid Waste Management.

On March 14, 2000, the Board of Supervisors approved a restructuring of the county's organization. As a result of this action, ED/PSG was reorganized to provide a new emphasis on job creation and economic development within the county. In 2001-02 the budget reflects staffing and service levels that are sufficient to meet this mission. Included in this budget are appropriations to further implement the economic development subgroup consisting of the following departments: Economic and Community Development, Jobs and Employment Services, Land Use Services, and the Redevelopment Agency.

II. BUDGET & WORKLOAD HISTORY

	Actual 1999-00	Budget 2000-01	Actual 2000-01	Budget 2001-02
Total Appropriation	383,542	283,662	287,496	101,589
Total Revenue	273,736	183,662	183,662	-
Local Cost	109,806	100,000	103,834	101,589
Budgeted Staffing		16.0		19.5

III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

STAFFING CHANGES

Budgeted staffing has been increased by 3.5 positions. Of this increase, 3.0 positions (1.0 Business Services Manager, 1.0 Staff Analyst II, and 1.0 Clerk II) are needed to provide facility management services for all ED/PSG departments, but primarily those within the economic development subgroup. In the past, staff within the individual departments has provided these services. However, as the number of facilities in ED/PSG continues to grow and expand, centralized management capability will provide for more efficient property administration.

GROUP: Economic Development/Public Services DEPARTMENT: Economic Development/Public Svcs Admin FUND : General AAA PSG			FUNCTION: General ACTIVITY: Other General		
	2000-01 Actuals	2000-01 Approved Budget	2001-02 Board Approved Base Budget	2001-02 Board Approved Changes to Base Budget	2001-02 Final Budget
<u>Appropriations</u>					
Salaries and Benefits	1,080,288	1,273,019	1,322,228	215,716	1,537,944
Services and Supplies	202,465	262,910	281,211	49,447	330,658
Central Computer	11,311	13,428	6,997	1,589	8,586
Other Charges	100,000	100,000	100,000		100,000
Transfers	-	-	-	55,526	55,526
Total Expenditure Authority	1,394,064	1,649,357	1,710,436	322,278	2,032,714
Less:					
Reimbursements	(1,106,568)	(1,365,695)	(1,426,774)	(504,351)	(1,931,125)
Total Appropriation	287,496	283,662	283,662	(182,073)	101,589
<u>Revenue</u>					
Current Services	183,662	183,662	183,662	(183,662)	-
Total Revenue	183,662	183,662	183,662	(183,662)	-
Local Cost	103,834	100,000	100,000	1,589	101,589
Budgeted Staffing		16.0	16.0	3.5	19.5

ED/PSG ADMINISTRATION

Total Changes Included in Board Approved Base Budget

Base Year Adjustments

<u>MOU/Inflation</u>	
Salaries and Benefits	49,209 MOU, 7% Tier, Workers Comp, Retirement
Services and Supplies	18,301 Inflation, Risk Mgmt Liabilities
<u>2410 Central Computer</u>	(6,431)
<u>Reimbursements</u>	(61,079) Reimbursement from ED/PSG non general fund departments necessary to offset additional costs
Subtotal Base Year Appropriation	-
Subtotal Base Year Local Cost	-
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Total Appropriation Change	-
Total Revenue Change	-
Total Local Cost Change	-
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Total 2000-01 Appropriation	283,662
Total 2000-01 Revenue	183,662
Total 2000-01 Local Cost	100,000
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Total Base Budget Appropriation	283,662
Total Base Budget Revenue	183,662
Total Base Budget Local Cost	100,000

Board Approved Changes to Base Budget

Salaries and Benefits	102,540	1.0 Business Svcs Manager to oversee facilities mgmt svcs provided to the Economic Subgroup.
	57,913	1.0 Staff Analyst II to provide facility management services to the Economic Subgroup.
	29,951	1.0 Clerk II to perform clerical duties associated with facilities mgmt of the Economic Subgroup.
	9,536	0.5 PSE to assist administrative staff with clerical duties.
	4,601	Reclassification of an Executive Secretary II to an Executive Secretary III.
	6,640	Step Increases.
	4,535	Additional Vacation/Holiday Leave Cash Outs.
	<u>215,716</u>	
Services and Supplies	30,000	ED/PSG's portion of rent expense related to leased building at 2nd and D Street in San Bernardino. This building will provide office space for the facilities mgmt unit and the promotion/development support staff for the Economic Development Subgroup.
	20,000	Payment to the Southern California Regional Airport Authority.
	<u>(553.00)</u>	Net decrease in other S & S activity.
	<u>49,447.00</u>	
Central Computer	1,589.00	
Transfers	55,526.00	Amount to RDA to reimburse the agency for salary costs not related to the San Sevine Project.
Reimbursements	(183,662.00)	Reclassification from Current Services Revenues as a result of GASB 34.
	(230,313.00)	Increase in reimbursements to offset the increased costs associated with providing facility management services and office space for the Economic Subgroup
	<u>(90,376.00)</u>	Increase in reimbursements to offset the increased cost of providing ED/PSG support services.
	<u>(504,351.00)</u>	
Total Appropriations	<u>(182,073)</u>	
Revenue	<u>(183,662)</u>	Reclassification to Reimbursements in accordance with GASB 34.
Local Cost	<u>1,589</u>	